

DOCUMENT RESUME

ED 359 336

CE 063 810

AUTHOR Graves, Pat R., Ed.; And Others
 TITLE Business Education Index 1992. Volume 53. Index of Business Education Articles and Research Studies Compiled from a Selected List of Periodicals and Yearbooks Published during the Year 1992.

INSTITUTION Delta Pi Epsilon Society, Little Rock, AR.
 REPORT NO ISSN-0068-4414
 PUB DATE 93
 NOTE 171p.
 AVAILABLE FROM Delta Pi Epsilon, P.O. Box 4340, Little Rock, AR 72214.
 PUB TYPE Reference Materials - General (130) -- Collected Works - Serials (022)
 JOURNAL CIT Business Education Index; v53 1992

EDRS PRICE MF01/PC07 Plus Postage.
 DESCRIPTORS Accounting; Accreditation (Institutions); Business Administration; Business Communication; *Business Education; Business Education Teachers; Classroom Techniques; Curriculum; Distributive Education; *Educational Research; High Risk Students; Indexes; Information Management; Information Processing; *Information Systems; Keyboarding (Data Entry); *Marketing; Microcomputers; Needs Assessment; Occupational Information; Office Management; Postsecondary Education; Reprography; Research Reports; Secondary Education; Shorthand; Special Needs Students; *Teacher Education; Teaching Methods; Typewriting; Vocational Education; Word Processing

ABSTRACT

This index provides entries for business education articles and research studies compiled from a selected list of periodicals and yearbooks published during 1992. Priority is given to journals essential to research and teaching in the broad business education spectrum with emphasis on information systems (including business communications), business teacher education, and vocational education (primarily marketing education). All entries have the title, author(s), journal, volume and number (if applicable), inclusive pages, month, and year. Subjects are arranged in alphabetical order first by main category and then by subcategories. Main categories contain miscellaneous entries related to that category; subcategories contain more specific entries. Each article is indexed under at least one and no more than four subjects. Major categories are as follows: accounting, accreditation, administration and supervision, business administration, business education, business communications, curriculum, document design and processing, educational institutions, employment, equipment and supplies, general education, guidance and counseling, human relations, information management/processing, keyboarding/typewriting, legislative issues, marketing, microcomputers, minorities, office management, professional development, reprographics, research, shorthand, special education, standards, teaching, testing and evaluation, and training and development. An author listing in alphabetical order follows the subject section. (YLB)

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THE BUSINESS EDUCATION INDEX

1992

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Business Education Index

1992

Index of Business Education Articles and Research Studies
Compiled From a Selected List of Periodicals and
Yearbooks Published During the Year 1992

Volume 53

Pat R. Graves, Ed.D.
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Published by
Delta Pi Epsilon
National Honorary Professional Graduate Society
in Business Education

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ISSN 0068-4414

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Editorial Policy

Publications indexed in the *Business Education Index* will be limited to specific business education publications and those related to business education. Priority will be given to journals that are essential to research and teaching in the broad business education spectrum with emphasis on information systems (including business communications), business teacher education, and vocational education (primarily marketing education).

The publications in the *Index* must provide sufficient information to be of significant use to researchers. Also, the ability to locate journals and magazines from library sources is essential to the research process. Therefore, state and regional business education publications will be indexed if they meet the following requirements:

1. Publications that are a minimum of 10 pages in length.
2. Publications containing at least three substantive articles, preferably research-based.
3. Publications that are distributed to NABTE institution libraries or to NABTE institution departments in which business education is located.
4. Publications that are provided without charge to the editor.

Any organization or editor who wishes to have a publication included in the *Index* should contact the *Index* editor.

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Suggestions For Using The Index

All entries have the title, author(s), journal, (volume and number if applicable), inclusive pages, month, and year. An explanation of the abbreviations for the names of the indexed publications is shown in the "Publications Indexed" section in the back of this index. Other commonly used abbreviations are:

Key to Abbreviations

Aug	August	Mr	March
Ap	April	My	May
bul	bulletin	Nov	November
co	company	no	number
Dec	December	Oct	October
dept	department	pp	pages
ed	edition, editor	rev	revised, revision
Feb	February	Sep	September
Ja	January	vol	volume
Ju	June	yrbk	yearbook
Jl	July		

Subject Entries

Subjects are arranged in alphabetical order by main category and then subcategories. Main categories will contain miscellaneous entries related to that topic; subcategories will contain more specific entries. Each article is indexed under at least one and no more than four subjects.

The following list shows the subjects and the page number on which the entries begin. Major category headings are in bold.

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An accounting program for today. Eugene P. Whitney. *Bus Ed Forum*, Vol. 46, No. 4: 27-28 Ap 92

An analysis of math skills taught in accounting I. Marilyn McFadden. Southern Illinois Univ. at Carbondale, Master's thesis 1991

An integrated approach to teaching a one-semester course in auditing. Barbara L. Adams. *JEB*, Vol. 67, No. 5: 291-293 My/Ju 92

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The importance of organizational development and leadership to organizational success. Richard Cunningham. University of Minnesota, Master's thesis 1991

The organizational effectiveness menu: a device for stakeholder assessment. Kenneth L. Kraft and Lawrence R. Jauch. *Mid JB*, Vol. 7, No. 1: 18-23 Spring 92

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- J Econ Ed--JOURNAL OF ECONOMIC EDUCATION**, William Becker, Editor, Department of Economics, Indiana University, Bloomington, IN 47405
- JEB--JOURNAL OF EDUCATION FOR BUSINESS**, Isabella Owen, Managing Editor, Heldref Publications, 1319 Eighteenth St., N.W., Washington, DC 20036-1802
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- Kan Bus Tch--KANSAS BUSINESS TEACHER**, Nona Berghaus, Editor, School of Business, Emporia State University, 2074 Fanestil, Emporia, KS 66801
- KBEA J--KENTUCKY BUSINESS EDUCATION ASSOCIATION JOURNAL**, Kenneth W. Utley, Editor, Dept. of Administrative Office Systems, Western Kentucky University, Bowling Green, KY 42101
- LBE J--LOUISIANA BUSINESS EDUCATION JOURNAL**, Dr. Donna Redmann, Editor, Louisiana State University, Baton Rouge, LA 70803

Mgt World--MANAGEMENT WORLD, Peter Rolph, Editor, Administrative Management Society, 1101 14th Street NW, Washington, DC 20005

MEJ--Marketing Educators' Journal, Robert Berns, Editor, Bowling Green State University, Bowling Green, OH 43403

Mid-Amer J Bus--MID-AMERICAN JOURNAL OF BUSINESS, Dr. Raymond Gorman, Editor in Chief, Dept. of Finance, Miami University, Oxford, OH 45056

N & Q--NOTES AND QUOTES, Mountain-Plains Business Education Assoc., Dr. Mary Zimmerer, Editor, Mesa State College, P.O. Box 2647, Grand Junction, CO 81501-7682

NABTE Rev--NABTE REVIEW, Donna Holmquist, Editor, Business Education Department, University of Nebraska--Lincoln, Lincoln, NE 68501

NBEA Yrbk--YEARBOOK OF THE NATIONAL BUSINESS EDUCATION ASSOCIATION, National Business Education Association, 1914 Association Drive, Reston, VA 22091

NJ BE Obs--NEW JERSEY BUSINESS EDUCATION ASSOCIATION OBSERVER, Carole Holden, Co-Editor Country College of Morris, Randolph, NJ 07869, and Arlene Inglis, Co-Editor, Morristown High School, Morristown, NJ 07960

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OSR J--OFFICE SYSTEMS RESEARCH JOURNAL, Pat R. Graves, Editor, 345 Lumpkin Hall, Eastern Illinois University, Charleston, IL 61920

OSRA Proc--OFFICE SYSTEMS RESEARCH ASSOCIATION CONFERENCE PROCEEDINGS, Office Systems Research Association, Southwest Missouri State University, Administrative Office Systems, 901 S. National Avenue, Springfield, MO 65804-0089

PIQ--PERFORMANCE IMPROVEMENT QUARTERLY, Boyd Richards, Editor, Learning Systems Institute, 919 W. College R-19, Florida State University, Tallahassee, FL 32306

Pub--PUBLISH, Editorial Department, 501 Second Street, San Francisco, CA 94107

Recs Mgmt Qrtly--RECORDS MANAGEMENT QUARTERLY, Ira A. Penn, Editor, Association of Records Managers and Administrators, Suite 215, 4200 Somerset Dr., Prairie Village, KS 66208

Sec--THE SECRETARY, Linda Daily, Features Editor, Professional Secretaries International, 10502 NW Ambassador Dr., P.O. Box 20404, Kansas City, MO 64195-0404

SIEC Rev--SIEC REVIEW, International Review for Business Education, Eric Lange, Editor, National Business Education Association, 1914 Association Drive, Reston, VA 22091.

SBR--SOUTHWEST BUSINESS REVIEW, Joan C. Roderick, Editor, School of Business, Southwest Texas State University, San Marcos, TX 78666

TBEAJ--TENNESSEE BUSINESS EDUCATION JOURNAL, Lillian H. Chaney and Glynn Morse, Editors, Management Department, Fogelman College of Business & Economics, Memphis State University, Memphis, TN 38152

Voc Ed J--VOCATIONAL EDUCATION JOURNAL, Paul Plawin, Editor, American Vocational Association, 1410 King St., Alexandria, VA 22314

WNews--WISCONSIN BUSINESS EDUCATION ASSOC. NEW AND VIEWS, Lisa Olson, Editor, Hartford High School, 805 Cedar Street, Hartford, WI 53027

WP Mag--WORDPERFECT MAGAZINE, Clair Rees, Editor-in-Chief, WordPerfect Magazine, 270 West Center Street, Orem, UT 84057.